

Nations Together

N

Date: 02.10.2023	Meeting Time: 10am – 12 noon	Via Zoom and in person
------------------	------------------------------	------------------------

Meeting called by	Laura Cox
Type of meeting	Annual General Meeting
Facilitator	Maxine Phillips
Note taker	Laura Cox
Timekeeper	Laura Cox
Attendees	Beverley Towle, Maxine Phillips, Laura Cox, Lucy Mclachlan, Nadiah Spencer, Keith Williamson, Upendo Saruni,

Agenda Topic 1

	Presenter
Discussion	Welcome & Housekeeping by Chair person
Conclusions	N/A

Action Items	Person Responsible	Deadline
Welcome to all was given by those attending and those through Zoom. Apologies was given from: Keith Williamson	Maxine Phillips	N/A

Agenda Topic 2

Time allotted	Maxine Phillips
Discussion	Matters Arising
Conclusions	No Issues raised

Agenda Topic 3

Time allotted	Laura Cox
---------------	-----------

Nations Together

Discussion	<p>Overview of 22/23 –</p> <p>Report read out and also sent via email pre meeting date.</p> <p>Including AGM minutes from Tanzania</p>
	<p>Please refer to the attached overview report</p> <p>All felt the charity was moving forward and were happy with progress so far, but will continue to raise awareness and funds.</p> <p>Nadiah Parry Spencer asked how we could raise more awareness in the future in order to gain more financial support, NP felt that this is more likely to be achieved via the website which Maxine Phillips has developed recently, thankyou MP. LM suggested she would make an Instagram page to also raise awareness and Laura C said that she is going to send weekly updates, photos or gifs to current sponsors and also post on Facebook to help raise the profile of Nations Together. Maxine Phillips said she had developed the web site with the help of her son and that it can be adapted when needed.</p>

Action Items	Person Responsible	Deadline
<p>Action item 1: Lucy M asked for clarification on an item mentioned in the report from Tanzania, this mentioned that a service user, Ibrahim, had died but with no cause. Lucy asked if this happened whilst Ibrahim was at the NT/CWO center. Laura C clarified that there have been no deaths whilst using our service and that Ibrahim sadly died whilst in his home environment.</p>	LC	NONE
<p>Action item 2: Lucy M also noted that in the report from Tanzania it said that there was 19.7 % of girls. Lucy questioned the .7 LC said she wasn't sure but thought it was just the ratio.</p>	LC	

Agenda Topic 4

Nations Together

Discussion	Financial Report
Conclusions	<p>LC discussed the financial report and it was felt that we were proud of our achievements that such a high percentage of funds go to Tanzania and reach the people it is intended for.</p> <p>Please refer to the attached report.</p>

Action Items	Person Responsible	Deadline
Action item 1 LC asked if we should get an accountant to submit reports etc. in the future as it has been quite a tricky year for a number of trustees. Lucy will ask her Dad who is an accountant if he would take on this role as he has reduced his days of work, all agreed this would be a good if he would be willing to do this.	Lucy M	1 month

Agenda Topic 5

Discussion	Trustee Posts
Discussion	<p>The current chair facilitated the voting of charity positions.</p> <p>Current post holders:</p> <p>Chairperson – Maxine Phillipps Treasurer – Keith Williamson Secretary – Laura Cox</p> <p>All trustees were asked to step down from current positions</p> <p>Keith Williamson stepped down from being the Treasurer and also a member of Nations Together committee.</p>

Nations Together

	Nominations were put forward for new post holders:
Conclusions	The following positions were filled.

Action Items		1 st nominator	Seconded by
Chairperson:	Beverley Towle	Laura Cox	Lucy McLachlan
Treasurer:	Lucy McLachlan	Nadiah Spencer	Beverley Towle
Secretary:	Laura Cox	Beverley Towle	Maxine Phillips

Agenda Topic 6

Discussion	Member nomination
Discussion	Gabija Akelaityte would be a great asset for Nations Together, Gabija is due to travel to NT Tanzania in February 2024 to volunteer within the project. Gabija is currently studying Law, Criminology and Biology at 6 th Form college in Grimsby and hopes to attend university next September. Gabija will be an asset to engage with a younger adolescent audience.
Conclusions	All agreed

Agenda Topic 7

Discussion	Future plans for Nations Together
Discussion	<p>Lucy McLachlan organised a team building day for the team in May 2023</p> <p>Facilitator: Louise Jarvis</p> <p>Please refer to the attached outline of the plan</p>
Conclusions	<p>Mindmap completed for the future of NT with a vision for it to become self sustaining financially.</p> <p>Beverley Towle thought it was beneficial for a clear, future plan</p> <p>This was a great boost for everyone involved as it gave us time to plan and envisage what we hope for NT in the future.</p>

Nations Together

Action Items	Person Responsible	Deadline
Action Item 1: LM talked to us about the vision and also mentioned that Louise Jarvis had recently offered to have another team building day to review our progression and see what steps we could take next.	LM	3 months

Agenda Topic 8

Discussion	Travel to Tanzania
Discussion	<p>LC discussed her upcoming trip to Tanzania scheduled for February 2024, LC is to spend 5 days at the project and will use this time to talk with management, audit files and service user files.</p> <p>LC said she was looking forward to spending time with the service users and meeting new service users.</p> <p>LC is travelling with Gabija (18) and Adas (14) Akelatyte children who live with me and also Pam Atkins who is a member of The Humberside International Women's Club that LC attends. LC said that she hoped by PA travelling with her to Tanzania she will encourage other women from the club to volunteer in the future.</p>

Agenda Topic 9

Discussion	Fund raising
Discussion	<p>Nadiah S said she had some ideas for fundraising which included Yoga and running marathons.</p> <p>Beverley said she would continue to look into Duke of Edinburgh Awards</p> <p>Laura C said that she will look at doing more car boots and coffee mornings in the future.</p>

Nations Together

Agenda Topic 10	
Discussion	Any Other Business
Discussion	None



Nations Together

Appendix 1:

NATIONS TOGETHER OVERVIEW 2022/2023

2022/2023 has been a positive period for Nations Together as the teams both here in the UK and in Tanzania work together to meet the needs of the service users in our care.

THE FACILITY

NT, known as CWO Community Wellbeing Organisation is currently offering a Day Care provision Monday to Thursday 52 weeks per year. Our current premises are rented. The provision offers support to Adults with learning difficulties and provides the service users with a place of safety where they can learn new skills, experience new activities, feel safe and be included. Whilst in our care the service users receive a nutritional meal for lunch and seasonal fruit.

STAFFING

NT currently has four members of staff, all Tanzanian and local to the community.

Grace Boniface Manager

Gloria Silaa Support Worker

Happiness Felixi Support Worker

Jenefer Uloto Support Worker

The Manager's role is to ensure that the provision offers a high level of quality care to meet the individual needs of each SU, that the finances sent over from the UK are monitored and accounted for accurately and appropriately. That the staff team are well managed and well led and supported within their roles. That the premises are maintained and safe for the service users to attend.

The Support Workers have several SU's each who they are responsible for, this includes producing a Person-Centered Plan, completion of daily paperwork, planning activities and outings, working in partnership with parents/caregivers, promoting social inclusion and acceptance within the community, ensuring health

Nations Together

issues and socio/economic issues are addressed within the home environment.

STATISTICS

Currently NT/CWO supports nineteen service users in total, with five to be assessed for attending the center in the future months. Currently NT/CWO support:

8 people with Downs Syndrome

5 people with Autism varying degrees

5 people with Cerebral Palsy

1 person with moderate learning difficulties/mental health issues

RADIUS

NT/CWO also provides transportation to and from the SU's home to the center, this is an integral part of the service we offer as some SU's live over 30km away. We have adapted this service by hiring a minibus to collect all SU's living in a certain area on a one day and another area another day e.g.:

Monday is Kawayia and Bomangombe

Tuesday is Masama, Sonu, Roo & Mungushi

Wednesday Machame & Sanya Station

Thursday is Staff training, new assessments, completing paperwork, deep cleaning, AOB.

One support worker will travel with the driver to escort the SU's to the center and then to return home.

TRIBES

NT/CWO supports people from the Chagga and Massai tribes of Kilimanjaro Region

HEALTH

Manager Grace Boniface has a working health background and is therefore able to manage and support health issues for the SU's on a daily basis and will seek further health expertise if necessary.

We financially support two SU's with epilepsy medication monthly.

SOCIAL & ECONOMIC SUPPORT

Within our communities there are many problematic issues that may arise for families resulting in poverty. When necessary, we

Nations Together

will support families in crisis with food parcels, clothing, mattresses, mosquito nets and any other related item that may be required to support the family.

ACTIVITIES

Activities are varied and adapted to each SU to ensure all are included, activities range from art and crafts, games inside and out, football with local school children, social outings within the community, using local transport, wider outings to visit local places of interest, lunch out in the community, improving math and literacy skills, learning independence skills, singing, and dancing. The SU's fully engage with the activities.

AWARENESS

NT continues to raise awareness of the charity in Tanzania. Maxine Phillips has recently designed a web site which is a work in progress but will be used as a tool to try to engage more people in supporting the work that NT accomplishes.

Social media will also be used to engage others.

Clubs such as the Duke of Edinburgh, International Women's Club, Rotary, Inner Wheel will also be used as a platform for raising awareness.

FUNDS

Please refer to the attached financial report regarding finances.

Trustees and friends of NT have raised funds through donations and events throughout the past year, which has greatly helped in continuing the work of NT/CWO.

To manage and progress NT/CWO more ongoing support is required, as well as looking at ways in which CWO can become self-sustaining.

Thank you to Trustees, Members, Friends, Family, Friends of friends who have supported in any way.

Quote You can choose to look the other way, but you can never again say that you did not know.

Nations Together

William Wilberforce

Appendix 2:

COMMUNITY WELLBEING ORGANIZATION (Nations Together)

ANNUAL GENERAL MEETING DATE 28.10.23

AGENDA

1. OPENING
2. INTRODUCTIONS
3. LAST MEETING MINUTES
4. ANNUAL REPORT
5. FUTURE PLAN
6. AOB

1.0 OVERVIEW

A General overview of the project in all areas is still being affected, may be by Covid-19 pandemic and the Ukraine war. A huge impact has been experienced in all areas in running the charity. We know also there has been a huge impact on fundraising issues. We hope to strive to source fundraising to cover the monthly outgoing activities.

2.0 ACTIVITY CENTRE

Activity centre is still a warm welcoming and cherishing to all service users. You could see happy smiling faces when tea and biscuits is served and lunch. Here the SUS has the chance of making friends and they stay together and teamwork have been observed in all activities.

2.1 ACTIVITIES AND SOCIAL INCLUSIONS

All activities, games, arts and crafting works have been stimulating and interesting and appropriate for each SU. The Support worker have been supporting SUS in doing all activities;

- Painting and colouring various kind of pictures
- Arts and crafting making picture of animals, flowers using kanga and vintage materials.

Nations Together

- Playing and singing all kinds of songs including religious songs. 28 July 23 was sport day for all Sus meeting and played together football, stick running hand over, running, with an egg on a spoon. Throwing ball to each other and they finish with a special dinner.
- Social inclusion. All Sus had a day out to Bembeani in Boma where they played and have fun in swinging and have a warm delicious food chicken chips, burger and drinks. It was so enjoyable and each was so joyful.

2.2. SERVICE USERS

CURRENTLY we had 25 Sus, one passed away recently, two has gone for further studies and two has just left and remain 19.7 female and 12 male. Type of disability is;

- Down syndrome 8.
- AUTISM 5.
- Cerebral palsy 5
- Mental illness 1

2.3. VISITING DAYS TO THE CENTRE

MONDAY – 4 Sus from Kawayana and Boma Majengo'

TUESDAY – 6 Sus from Masama, Sonu, Roo, and Mungushi.

WEDNESDAY – 9 Sus from Machame, Sanya Station na Boma

2.4 TRIBUTE

On 22.10.2023 we lost one of our SU Ibrahim. May his soul rest in peace.

3.0 STAFFS – Currently there is 4 staffs. 3 support worker and 1 coordinator. 1 staffs has dropped for his own will after been requested to do so.

3.1. FINANCIAL REPORT MAY 2021– MAY 2022

TOTAL MONEY IN FROM DONORS = 19,770,000 TSHS

TOTAL EXPENDITURE = 19,762,900 TSHS

BALANCE = 7,100 TSHS

FINANCIAL BREAKDOWN

WAGES	TRANSPORT	FOOD	HEALTH	OFFICE	OTHERS	TOTAL
14,650,000	2,996,000	850,000	251,200	250,700	560,000	19762

Nations Together

4.0 CHALLENGES

1. We are unable to take in more Sus due to most of them needing 24 hrs care and other been in far area and we don't have transport to reach them.
2. the staffs to have be joined to security fund and wcf
3. Proper area for activity centre.

4.1. WAY FORWARD

1. To have networking with other organizations and to be in the system so to hsare the ideas and activities.
2. Security funds to staffs.
To put more effort and consideration in building a centre in our land.

4.2 ACKNOWLEDGE

1. *Glory be to god who has blessed us so much to do all these'*
2. *To all our donors who funds the all activities.*
3. *Thanks to parents and support worker who work tirelessly with the sus.*

WITH MUCH THANKS
GRACE BONIFACE THE CO-ORDINATOR.

Appendix 3:

Nations Together

Charity Number: 1183933

Annual General Meeting Charity Accounts
March 2023

31st March 2022 – 31st

Financial Report

The financial report outlines the Income streams that Nations Together currently has and also its financial obligations to the Charity in Tanzania.

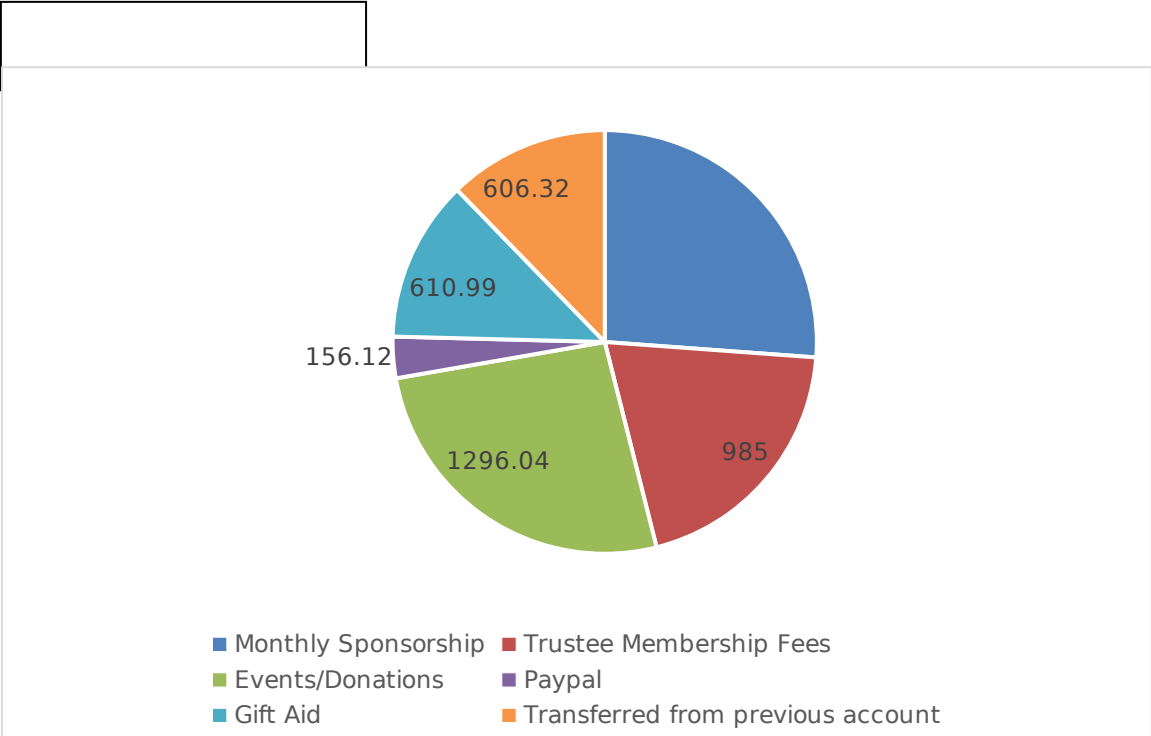
Funds are sent to Tanzania to cover costs of salaries, transportation, meals, medication, activities and outings for the Service Users we provide for.

Income Streams	
Running Total from March 2022	£ 249.47
Monthly Sponsorship	£1295.00

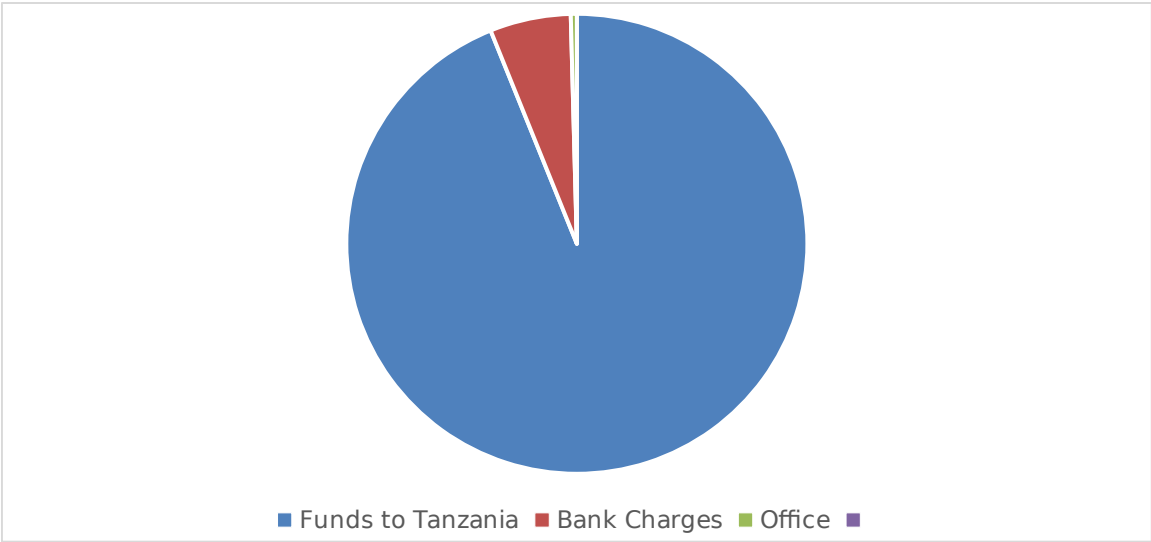
Nations Together

Trustee Membership	£ 985.00
Fund Raising Events / Donations	£1296.04
Gift Aid	£ 610.99
PayPal	£ 156.12
Transferred from previous bank account	£ 606.32
Total funds Incoming	£ 5198.94

The following is a breakdown of all Incoming funding streams and expenditures.



Expenditures



Total funds Outgoing	£4755.00
----------------------	----------

Nations Together

Expenditure	
Funds sent to Tanzania to support the running costs of Nations Together Community Well Being Organisation	£ 4465.00
Lloyds Bank Charges	£ 270.00
Office	£ 20.00
Total Expenditure	£4755.00

The report indicates that a very high proportion of all funds is sent directly to Tanzania to fulfil the objectives of Nations Together Community Wellbeing organisation.

We will endeavour to continue to raise awareness and funds to support the charities objectives.

Prepared by Laura Cox

Appendix 4:

Nations Together Planning Meeting 'PATH for Nations Together to Flourish'

20th May 2024

Attendees: Laura, Bev, Maxine, Lucy and Nadiah

Facilitator: Louise Jarvis, Educational Psychologist trained in the use of PATH (Planning Alternative Tomorrow with Hope) to support the growth of the charity.

The Vision

- Expanding growth
- The 'Village' will have a day centre for the SUs, supported living accommodation for SUs, accommodation for staff and volunteers

Nations Together

- Host volunteers/tourists visiting Tanzania for safari and climbing Mount Kilimanjaro
- Self-sustained by the SUs working in suitable roles to host volunteers/tourists.
- Produce grown on site and farmed by SUs
- Safe place for SUs
- Supported by trained staff led by a responsible and qualified manager
- Committee members visiting Tanzania annually

Where are we now

Charity status:

- Nations Together is a registered charity in the UK which supports the CWO
- Community Wellbeing Organisation (CWO) is a registered charity in Tanzania
- Nations Together has 3.5 acres of land in Tanzania for development of charity
- Currently renting a building to host the centre

Finances:

- Challenging to cover costs.
- Current annual income is £5000 - £7000 per year.
- Ideally need £8200 income per year.
- Committee donating from personal finances to keep it a float.
- Post- pandemic, cost of living and non-UK based service all have made it feel harder to ask for money.
- Transport for Service Users (SU) arranged and funded.

Awareness:

- Limited social media profile
- Limited marketing skills in the committee
- New website almost completed
- New logo produced
- Local children's football team have the logo on their shirts
- Have videos and photos to raise awareness on social media

Nations Together

What are the strengths

- Committee have shown commitment and work well together
- Have a wide range of skills and knowledge
- Share the vision
- Have connections
- Most have personal knowledge and experienced life in Tanzania
- Good structure already set up
- Bank account
- PayPal
- Small base of regular donators
- Confidence in hosting events has raised

What will we do next

Next 6 months:

- Website completed with succinct and informative content, including profiles of trustees and members, and stories about the SUs. Rota for updating implemented and all trained on how to use it.
- Information flyer providing hard copies of information about the charity and QR codes to the website. Aim to raise awareness and promote more monthly donators.
- Concept drawing for 'Village' on the land created by local architecture company.
- Volunteer information pack created.
- Tradespeople contacted to explore interest in fundraising and building the 'Village'.
- Social media profile raised with regular updates of photos and videos of the SUs.

What will have been achieved by this time next year (May 2024):

- Foundation building year
- Security wall completed around the land (estimated £7/8000)

Nations Together

- Accounts to be supported by volunteer accountant
- Architect provided concept drawing
- Local businesses contacted using a template letter and the information postcard

emphasising opportunities for building experience in Tanzania.

- Monthly sponsorship quantity increased
- Fantastic website which is concise, shared on social media and has links to donating

to make it easier for people

- Committee have specific roles and deadlines to keep on track
- Information postcards created and issued to all committee to share with public
- Researched and connected with similar sized charities and people to raise

knowledge and skills of committee

- Involved with Duke of Edinburgh in schools

Review: May/June 2024

Report completed by Lucy McLachlan using the PATH document produced collaboratively on 20th May 2023.